

President Mary Brooks called the regularly scheduled meeting of the West Des Moines Library Board of Trustees to order at 5:02 p.m.

<b>Board</b>	Mary Brooks <i>President</i>	Joe Pollpeter <i>Vice President</i>	Carol Grant <i>Secretary</i>	Melissa L. Gillespie	Bryan F. Myers	Ray Seidelman	Ann Warren
<b>Present</b>	X		X	X	X	<i>By phone</i>	

<b>Staff</b>	Darryl Eschete <i>Library Director</i>	Susan Greenwood <i>Secretary</i>	Missy Brush <i>Senior HR Generalist</i>
<b>Present</b>	X	X	X

<b>Council</b>	Renee Hardman <i>Council Liaison</i>
<b>Present</b>	<i>out for funeral</i>

Other Library staff attendees: Jenna Ehler, Minsu Song

**APPROVAL OF AGENDA – ACTION:**

It was moved by Gillespie, seconded by Grant, to approve the agenda as presented. Agenda was approved unanimously by voice vote.

**PUBLIC FORUM:** No public attendees.

**APPROVAL OF MINUTES:**

It was moved by Gillespie, seconded by Myers, to approve the May 18, 2021 minutes as presented. Minutes were approved unanimously by voice vote.

**APPROVAL OF DIRECTOR’S PERFORMANCE APPRAISAL – ACTION:**

It was moved by Grant, seconded by Myers, to approve the recommendation of the personnel committee to approve the Director’s Performance Appraisal. Director’s Performance Appraisal approved unanimously by voice vote.

**DIRECTOR’S REPORT:**

Building Renovations – Progress Report

Director Eschete informed renovations are winding down and celebrations are complete. Minor items are all that remain. Gillespie shared that the signage installed really provided a great finishing touch.

Library Hours

Director Eschete reported yesterday was the first evening open to 9pm which received positive responses from patrons.

Board Appointments

Director Eschete shared that at the June 7 City Council meeting Mayor Gaer reappointed Bryan Myers and appointed Matthew Olson. Their terms expire June 30, 2025.

June 12<sup>th</sup> Renovation Celebration Post-Event Report

Director Eschete reported that both events went very well and that press coverage of the event was also good.

Friends-Branded Charging Stations

Director Eschete shared the charging stations have been ordered and will arrive in the next 30 days.

Refugee Alliance of Central Iowa

Director Eschete advised that the Refugee Alliance of Central Iowa display will remain in the Library Living Room through the end of the month.

Division Report – Library Information Coordinator

Director Eschete noted that Maggie Martin's report is included in the packet.

Valley Junction Kiosk Usage Report

Director Eschete shared kiosk usage for June is trending higher. Homebound and Outreach Coordinator, Betsy Richter's booth at the Farmer's market this month was a success. He shared they are working with Envisionware on software issues with the touchscreen.

Gift Trust Report

Director Eschete provided the updated report on funds available in the Gift Trust. He noted that a formal request for funding of the youth services outreach vehicle will be forthcoming. The group also discussed ways to donate to the Library. The primary channel is through the Friends of the WDM Library but planned giving directly to the Library can be arranged and the Book By Book donation program is now run directly through the Library using the Library's 170(c)(1) non-profit status.

**APPROVAL OF BILLS - Action:**

It was moved by Gillespie, seconded by Grant, to approve the June 15, 2021 bill list as presented. Bills approved unanimously by voice vote.

**BUDGET REVIEW:**

Director Eschete shared that we are coming to the of the FY and are on track with spending.

**ASSIGNMENT REPORTS:**

Friends:

Approval of Recommendation of Three New Friends Board Nominees – *Action*

Biographies provided by the nominees:

*Jim Rasmussen*

My wife Kathy and I along with our four children have lived in WDM for over thirty years. During the years, our family has used the library for a variety of things from checking out books and movies, using the computer center and scheduling meetings with people tutoring our children. I have always felt that the library because of everything it offers is a central part of the community. My wife and I own a daycare center and also through work find the importance of the library for the children to learn about and discover books in order to learn and grow. Because the library has been an important part of our lives I would like to give back by being able to join the library committee.

*Brandon Denner*

I'm Brandon Denner and I work for FBL Financial Group, Inc., also known as Farm Bureau Financial Services. I work in the Treasury department based out of the home office in West Des Moines. I've been a life long reader and patron of my hometown library located in New Hampton. After I graduated from the University of Northern Iowa I relocated to the West Des

Moines area for my career. I currently live in Waukee but have moved just about every direction in the four years I have been in the area. About two years ago I was appointed to the Iowa Commission of Libraries and have the pleasure of working with several individuals in the public and collegiate library space along with other individuals in the state government. Pending legislature approval I will serve at least one additional four year term.

*Abby Rogers*

My name is Abby Rogers, and I currently reside in Urbandale, Iowa. I work at Principal Financial Group as an Information Security Engineer. I moved to Des Moines from St. Louis about 3 years ago. Des Moines is truly a great place to live and I am very excited to be a part of the community. In my free time, I like to go paddle boarding and hang out with my dog. I also enjoy checking out all the local farmers markets to discover new local vendors. I am interested in serving on the West Des Moines Library Friends Foundation because I want to get more involved within the community. Growing up, I spent hours every week at the local library and I want to make that experience as meaningful for the people of West Des Moines as it was for me.

It was moved by Grant, seconded by Myers, to approve Jim Rasmussen, Brandon Denner and Abby Rogers as the newest Friends Board Members. Nominations approved unanimously by a voice vote.

Personnel/Nominating: no items.

Operations: no items.

City Council Liaison: Brooks gave personal condolences on the loss of Councilwoman Hardman's aunt.

OTHER BUSINESS:

Brooks shared that Pollpeter will be submitting a blog post to Louise. Director Eschete noted that circulation numbers have already rebounded to pre-pandemic, pre-renovation levels and are expected to continue to increase throughout summer reading. Minsu Song, the youth intern was introduced. Brooks reminded the Board that the July meeting is the joint meeting of the Board and Friends. Director Eschete shared that this year-end State of the Library report will be forthcoming. He also noted that he completed the staff evaluations for FY20-21 and that it should come as no surprise that staff surpassed expectations and went above and beyond in serving the public this year.

It was moved by Myers, seconded by Gillespie and approved unanimously by voice vote to adjourn the meeting at 5:53 p.m.

Respectfully submitted,

Attest,

Carol Grant, Secretary

Susan Greenwood, Library Administrative Secretary